

The meeting was called to order by Chairman Daniel Cobb at 5:00 p.m.

Present: Chairman Daniel Cobb, Alderman Lili Stevens, Mayor Gary Manier

Also Present: Finance Director Joanie Baxter, City Engineer Dennis Carr, Planning and Development Director Jon Oliphant, Utilities Superintendent Brian Rittenhouse, Public Works Director Kevin Schone, Treasurer Abbey Strubhar

1. Non-member Aldermen Wishing to be Heard on Non-Agenda Item: *None*
2. Citizens Wishing to be Heard on Non-Agenda Item: *None*
3. Approval of Minutes from July 26, 2021 Meeting: *Mayor Manier made a motion to approve minutes, seconded by Alderman Stevens. Motion approved.*

4. Business Items:

A. TIF PROGRAM SCORING MODEL PROPOSAL

The City's TIF program guidelines were adopted in 2003. A proposal was developed from CivicServ, which is a Peoria-based economic development technology company that has provided assistance to many cities in launching software models to quantify and simplify the decision-making process. Among the clients they have served are the Cities of Pekin and Peoria. The proposal would help implement a standard scoring model to help fairly judge all TIF projects based on any established criteria. While this particular focus is on TIF projects, it can also be used the consideration of using incentives for other projects outside of the TIF district.

The scope of services would carry an annual fee of \$5,450, which includes the creation of the core platform. It would be integrated with our GIS through ESRI. This expense is eligible to be paid through the TIF Fund and funds are available for this. Staff recommends utilizing the CivicServ platform as a low-cost means to improve the TIF project selection process. Feedback is sought on the approval of the agreement at the August 16 Finance and Personnel Committee meeting.

Comments: The Committee expressed interest in the proposal and to make changes to the current guidelines, ideally offering some flexibility for the consideration of how to utilize TIF funds for larger projects. The Committee directed for the item to be scheduled for the September Committee of the Whole meeting to gather more input before possibly scheduling a contract for approval at a future Council meeting.

B. BLUMENSHINE PROPERTY AMERICAN TOWER RENT REDUCTION CONSIDERATION:

Staff has received a proposal from American Tower Corporation's lease consultant, MD7, to reduce the monthly rent for the Verizon cell tower located adjacent to the Blumenshine property on Business 24.

ATC has proposed two options contained within the attached term sheet: 1) Reduce the rent to \$613 per month starting on October 1, 2021, with a 10% term escalation commencing on October 1, 2022; or 2) a one-time payment of \$142,428 in exchange for a perpetual real estate easement.

The City currently receives \$2,937.06 per month from T-Mobile with a 3% annual increase to house its equipment on Water Tower #1 as part of an agreement that runs through July 2022. A second agreement for Verizon on Water Tower #1 has not commenced because the equipment has not been installed. Verizon would pay \$2,000 per month for the first year upon installation with a 3% yearly increase.

At last month's Finance & Personnel Committee meeting, there was not interest in accepting either of these offers. After communicating that direction to MD7, the company asked if any consideration would be given to a lesser reduction as a result of several recent changes in the industry

Comments: The Committee unanimously agreed that there is no support for any changes to the existing agreement.

5. Other Business:

- a) Alderman Stevens asked for monthly financial updates. Baxter indicated that monthly reports, including tracking of major revenue sources are provided to and approved by the City Council, but could also be reviewed by Finance & Personnel, maybe on a quarterly basis once the audit is complete.
- b) Alderman Stevens asked about the hiring of a Deputy Clerk to assist with responsibilities of the City Clerk. The FY 2021-22 budget includes a Clerk's assistant that is planned to also be appointed as the Deputy Clerk. The filling of this position was delayed due to the 90-day General Fund budget cuts and staff is beginning the recruitment process.
- c) Alderman Stevens asked about a payment to Strand on the Bills and Payroll that is scheduled for approval at the City Council meeting as she believed no additional work was being performed, pending the evaluation of an alternate alignment. The work that is being done that is being currently billed is in conjunction with the issues raised by property owners and design engineering on the pump station.
- d) Alderman Stevens asked about the repair of the steps leading to the Denhart's building and the awnings at 105 Washington Square. The steps were damaged by a delivery truck in 2020 and it is staff's understanding that they would be repaired soon with private insurance handling the cost. The awnings at 105 Washington Square were proposed to be replaced during a prior TIF application by Heider Properties, Inc. but that project may not happen at the current time.
- e) Alderman Stevens indicated Morton had a great video system for Council meetings and she would like to see Washington do something similar.

6. Executive Session: For the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body and the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(1), (5).

The Committee moved into Executive Session at 5:16 p.m. The Committee moved back into Open Session at 5:40 p.m.

7. Adjournment: *Motion approved by Mayor Manier, seconded by Chairman Cobb. Meeting adjourned at 5:40 p.m.*